PHILIP MORRIS U.S.A. INTER-OFFICE CORRESPONDENCE

120 PARK AVENUE, NEW YORK, N.Y. 10017

TO: Edna Moore DATE: June 21, 1991

FROM: Jose Fontanez

SUBJECT: EVENT MANPOWER

As requested, I am providing you with the needed information regarding:

- number of Field Sales Representatives utilized at each event
- number of event executed by Field Sales; and,
- number of overtime hours per event.

Our total calendar of events for 1991 (105 schedules events) are executed by Field Sales. On an average, we utilize 8-10 Sales Representatives in order to effectively conduct our on-site activities. As to overtime hours, I can only estimate. My assumption is that Field Sales has experienced anywhere from 12 to 18 hours overtime per Sales Representative.

I hope this information is helpful. Please advise if you need any additional assistance.

JRF:tl

cc: Y. Robinson

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